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Meeting ID: 829 6913 1268

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PLEASE NOTE THE TIME OF THIS MEETING

**TOWN OF GRANBY
BOARD OF SELECTMEN
SPECIAL MEETING
TUESDAY, FEBRUARY 22, 2022
TOWN HALL MEETING ROOM
7:30 P.M.
AGENDA**

I. PLEDGE OF ALLEGIANCE

II. PUBLIC SESSION

III. MINUTES

- A. Approval of Special BOS Meeting Minutes – January 18, 2022
- B. Approval of Three Board Meeting – January 18, 2022

IV. APPOINTMENTS

- Lower Farmington River and Salmon Brook Wild and Scenic Committee – Alternate (Fred Jones)
- Conservation Commission (David Payton)
- Park & Recreation Board (Kevin Hobson)
- Zoning Board of Appeals Alternate (David Hennessy, Wayne Chapple)
- Library Board (June Ashworth)
- Development Commission (Monica Logan)
- Commission on Aging (Marilyn Sponzo)

V. OLD BUSINESS

VI. BUSINESS

- A. Consideration of Recreation and Leisure Services' Summer Concert Series in Partnership with Rider Productions – Hosting of Event and Approval of Alcohol Use During their Event.
- B. Consideration for Food Trucks in the Valley, LLC Request for Use of Alcohol at Salmon Brook Park During their Event – Taco Festival
- C. Consideration of Budget Goals and Objectives

VII. TOWN MANAGER REPORT

- A. Memorandum
- B. Statement of Accounts

VIII. FIRST SELECTMAN REPORT (Mark Fiorentino)

IX. SELECTMAN REPORTS

(Sally S. King, Frederick A. Moffa, Mark C. Neumann, Kelly O. Rome and John Bell, Student Liaison)

X. EXECUTIVE SESSION

XI. ADJOURNMENT

The next regular meeting is scheduled for March 7, 2022

WELCOME

By Charter, the Granby Board of Selectmen (BOS) serves Granby as the town's Legislative Body. It is composed of five members elected every two years by the registered voters of the Town of Granby.

The BOS meets on the first and third Monday of each month at 7:00 p.m. in the Town Hall Meeting Room. All meeting notices are posted in the Town Clerk's office in the Town Hall. ALL MEETINGS ARE OPEN TO THE PUBLIC. An agenda is prepared prior to the posting of the meeting. If you would like to propose an item for the agenda, please speak with the Town Manager at least one week prior to the meeting.

We encourage your involvement in town government. The Public Session section of the order of business shall be that portion of the regular Board meeting during which electors of the Town of Granby may address the Board for no more than five (5) minutes each regarding any matter not otherwise subject to Public Hearing. Further remarks or questions by the public may be allowed at the discretion of the chair. Each person speaking must give name and address and shall speak only once on the subject being addressed.

The originator of a communication or spokesman for any group whose petition or communication is included on the agenda shall be given the privilege of addressing the Board of Selectmen on the subject of the petition or communication for a period of not more than ten (10) minutes.

Each speaker is allowed one comment on an issue until all others have been heard. Please wait to be recognized by the First Selectman before speaking. Interrupting the Board or discussion of personnel issues is not permitted. Comment on issues not listed on the agenda may be made during the public session.

Citizens of Granby are also encouraged to become active in town government. Please feel free to contact a Board of Selectmen member or Erica P. Robertson, Town Manager, to discuss ways in which you can support the Town of Granby.

TELEPHONE - (860) 844-5300

www.granby-ct.gov BOARD OF SELECTMEN

Mark H. Fiorentino, First Selectman
Sally S. King
Frederick A. Moffa
Mark C. Neumann
Kelly O. Rome

TOWN MANAGER
Erica P. Robertson

**TOWN OF GRANBY
BOARD OF SELECTMEN
SPECIAL MEETING
MINUTES
January 18, 2022**

**PRESENT: Mark Fiorentino, Sally King, Fred Moffa, Mark Neumann, Kelly Rome,
Erica Robertson, Town Manager**

The Special Meeting of the Board of Selectmen was called to order by First Selectman Mark Fiorentino at 6:30 p.m.

I. PLEDGE OF ALLEGIANCE

II. PUBLIC SESSION

No Public addressed the Board.

III. MINUTES

A. Approval of Meeting Minutes

ON A MOTION by M. Neumann, seconded by K. Rome, the Board voted unanimously (5-0-0) to approve the minutes of January 3, 2022 as presented.

IV. APPOINTMENTS

ON A MOTION by M. Fiorentino, seconded by K. Rome, the Board voted unanimously (5-0-0) to approve the appointment of Don Rawling (R) (replacing Eric Lukingbeal) to the Lower Farmington River and Salmon Brook Wild & Scenic Management Plan (LFSWS) for an indefinite term. There is still one vacancy for this board. Anyone who may be interested in serving on the board can reach out to the Board of Selectmen for additional information.

ON A MOTION by S. King, seconded by F. Moffa, the Board voted unanimously (5-0-0) to approve the following Democratic Town Committee re-appointments for individuals whose term will expire January 10, 2022:

- Kent R. McCord (Conservation Commission)
- Melinda Gould (Conservation Commission)
- Matthew L. Brady (Development Commission)
- Aurelle S. Locke (Inland Wetlands and Water Courses Commission)
- Victoria K. Dirienzo (Inland Wetlands and Water Courses Commission)
- Patricia (Pam) M. Jones (Library Board)

- Robert Donna (Library Board)
- Steven Simard (Parks & Recreation Board)

Selectman King noted Monica Logan will not continue on the Development Commission and they are in the process of interviewing another candidate to fill the vacancy.

ON A MOTION by M. Neumann, seconded by K. Rome, The Board voted unanimously (5-0-0) to approve the following Republican Town Committee new appointment and re-appointment whose term will expire January 10, 2022:

- Re-appointment of Donna Snyder (Commission on Aging)
- Appointment of Hillary Peterson - replacing Matthew R. Hamer – (Library Board)

V. OLD BUSINESS

None

VI. BUSINESS

A. Consideration of Intra-Board Advisory Committee Charge

Town Manager Robertson and First Selectman Fiorentino are re-establishing the Intra-Board Advisory Committee (IBAC) with a new charge. The First Selectman will determine topics for the committee to study with the first being the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (federal stimulus monies) received by the Town of Granby. A charge has been created and the first meeting of the committee is tentatively scheduled for January 26, 2022 at 8:00 a.m. in the Town Hall Meeting Room.

ON A MOTION by K. Rome, seconded by F. Moffa, the Board voted unanimously (5-0-0) to establish a new Intra-Board Advisory Committee (IBAC) to review, examine, and make recommendations on topics of importance for the Town of Granby at the discretion of the First Selectman. The Committee composition shall consist of the three voting members: First Selectman or designee, Board of Education Chairman or designee and Board of Finance Chairman or designee and the following non-voting members: Town Manager, Superintendent of Schools, Other Staff as required.

VII. TOWN MANAGER REPORT

A. Budget Operations

E. Robertson reported tax collections are at 67% which is consistent with previous years. A total of \$620,000 in auto supplement bills have gone out. The Town Clerk and Building permit fees continue to be strong, slightly better than the same period last year. Some expenditures and deficiencies were reviewed. Everything is on track and mostly trending well or slightly above from same time year.

B. Strategic Goals

The Town Manager and First Selectman have put together a Strategic Planning Process for the Town of Granby. The purpose is to focus on coordinating efforts of boards and commissions to guide decisions of the Board of Selectmen. There will be a six-step process beginning with Board and Commission members submitting goals to the Town Manager followed by workshops to develop a draft strategic plan. Comments will be heard, and a final plan will be adopted, which will be distributed to various boards and commissions as well as being placed on the Town website and published in the Granby Drummer. The deadline for draft goals is May 1, 2022.

Other: The Department of Public Works continues to work hard on storm clean-up. At this point the department is still within budget despite increased expenses due to storms that have hit on weekends and holidays.

VIII. FIRST SELECTMAN REPORT (Mark Fiorentino)

M. Fiorentino shared a note he received from Don Shaw of the First Congregational Church thanking him for his part in the Habitat for Humanity house opening ceremony. The family has moved into their new home and have felt very welcomed to Granby.

In addition, the First Selectman thanked all the volunteers that helped with the distribution of the COVID test kits. It went very smoothly, and it took a lot of work to put it together.

IX. SELECTMAN REPORTS

(Sally S. King, Frederick A. Moffa, Mark C. Neumann, Kelly O. Rome and John Bell, Student Liaison)

John Bell was unable to attend tonight's meeting but forwarded his report to the First Selectman to read: They are now in the third quarter of the school year and all students are studying for mid-terms. The girl's basketball team is 4-2 and the boys are 6-1. Wrestling and indoor track teams are well underway.

X. EXECUTIVE SESSION

None.

XI. ADJOURNMENT

ON A MOTION by M. Neumann, seconded by F. Moffa, the Board voted unanimously (5-0-0) to adjourn the meeting at 6:47 p.m.

Respectfully submitted,



Erica P. Robertson
Town Manager

**TOWN OF GRANBY
BOARD OF SELECTMEN
SPECIAL THREE BOARD MEETING
JANUARY 18, 2022**

First Selectman Fiorentino called the special meeting of the three boards to order at 7:00 p.m. and thanked those in attendance for coming.

PRESENT:

BOARD OF SELECTMEN: Mark Fiorentino, First Selectman; Sally King, Fred Moffa, Mark Neumann, Kelly Rome; Erica Robertson, Town Manager

BOARD OF FINANCE: Michael B. Guarco, Jr., Chairman; Jenny Emery, Kevin Hobson, William Kennedy, James Tsaptsinos, and Alfred Wilke

BOARD OF EDUCATION: Sarah Thrall, Chairman; Monica Logan, Donna Nolan, Whitney Sanzo, and Rosemarie Weber

ALSO PRESENT: Kimi Cheng, Director of Finance; Anna Robbins, BOE Business Manager; Jordan Grossman, Superintendent of Schools

A. Opening Remarks – Mark Fiorentino, First Selectman

First Selectman Fiorentino opened the meeting by thanking everyone in attendance for their patience with Zoom, especially those attending virtually. He briefly reviewed the budget process noting the Three Board Meeting is the first step in the process. The intention is to give a higher level view of both the Town and Board of Education's obligations and priorities for consideration for the upcoming Fiscal Year. The Board of Finance will then take the Plus-One Budgets under advisement and wait for the first version of the State's budget in early February as it effects revenue. That will be taken under advisement and there will then be a Public Meeting to issue further guidance on the process. The Board of Selectmen and the Board of Education will work through the details and make the necessary adjustments to come within the guidelines. A series of public workshops will then take place and will have as many of those as possible on Zoom.

M. Fiorentino noted the importance of the workshops in regard to individuals who want to be heard. They are urged to attend and provide constructive input. The Board will listen and take these comments under advisement. The budgets will be submitted to the Board of Finance and a Town-wide meeting will be held, followed by the vote.

B. M. Fiorentino, First Selectman

1. Review of Plus-One Budget (Board of Selectmen)

M. Fiorentino indicated the Board of Finance has already seen the Plus-One budget. We have a responsibility to our citizens to provide services they need and desire and

be sensitive to the mill rate at the same time. The cost of doing business, materials and supplies are up significantly from a year ago. Fuel and salt costs are rising, salaries increase, and health insurance is projected to increase 20%. Trash disposal is proposed to increase 10% to 15% as well, although that will not be finalized until the end of February. It could be as high as 25%. The total projected increase of the Town budget is 5.29%. The I.T. infrastructure is extremely out-of-date, and it is an area that we can not afford to have failures. Additional resources are needed to build up I.T. and help maintain it. Communication improvements are needed to the website, Facebook and Zoom to keep things up to date and to be able to communicate with constituents, broadcast meetings, etc. Updates to the emergency communications infrastructure are needed as well.

Selectmen King and Neumann commented on the need for improvement in I.T. and trash expenses.

C. Sarah Thrall, Chairman

1. Review of Plus-One Budget (Board of Education)

Chairman Thrall welcomed all the new board members and thanked Jordan Grossman and Anna Robbins, the Granby Public Schools administrative team and the Board of Education for putting the budget together. She stated the Board of Education follows six strategic goals that will move the public schools forward. They are success for all students, a safe environment, continuous improvement, accountability, diversity, ethical behavior, and economic value.

Assumptions for FY2022-23 include:

- Retirements: the retirement of three certified employees with a savings of \$97K.
- Health Benefits: A health benefits rate increase of 20%.
- Transportation: A 20% increase in the bus contract which continues to be negotiated. Two bus runs have been consolidated. Fuel prices have increased and budgeted at \$3.29/gal. Insurance cost increased 5.3%. Over - all increase projected at 10.2%
- Salaries: Negotiated salaries adjusted for anticipated retirements; 3.2%, Administrators; 2.36% and Teachers 3.10%.
- Utilities: Oil at \$3.59 per gallon.
- Special Ed: Increased over FY22 Budget by \$320K.
- Special Education represents 19.81% of the total budget.
- Fees/tuition: 0% increase in pre-school tuition as well as rental fees for facilities.
- Enrollment: FY23 PK-12 enrollment (1,760) reflects an increase of two students.
- Quality & Diversity: Maintain five-year positive balance.

Based on the above assumptions, this year's Plus-One Budget is 4.26% (which includes a 20% increase in the health care contribution):

+2.15% Base
+0.83% Special Education
+1.57% All other line items
-0.29% Retirement savings

District enrollment is projected to increase slightly over the next six years. By FY27, enrollment is projected to increase by 40 students.

D. Michael Guarco, Chairman

1. Board of Finance Comments

Chairman Guarco thanked the Board of Selectmen and the Board of Education for their submissions. He recognizes the hard work the boards put into these budgets and the challenges they face every year. When setting a budget guideline, the Board considers the needs of the BOS and BOE, along with being sensitive to the taxpayers. It will be a challenge to get below a 2% increase. The BOS is over 3% and the BOE is over 2%. The BOE revenue of \$400,000 from Special Education reimbursement from other towns will help reduce the difference. This is just the first part of the process. The State budget that comes out in February may help solve the math equation. We understand the pressure with the rising Special Education costs. This all plays into building the budget. The Board of Finance meets soon to talk about the budget guidelines. Tipping fees and Special Education both increased greatly. The final budget will be ready to present to the public in March before it goes to vote.

E. Discussion and Items of Interest Concerning the 2022-23 Budget and Consideration of Public Comment

1. Questions and Answers

Jenny Emery commented although school enrollment overall is not a concern, the younger grades are growing faster. She would like to be reassured during the process that contingencies regarding space needs are being thought about.

Al Wilke has concerns with the projected increase in medical expenses and medical inflation. He would like to make sure the actuaries are not over-estimating the numbers. M. Fiorentino responded the Town is self-insured and there have been significant claims in the past few years. E. Robertson noted it only takes a few very large claims to increase the number. The benefit is not increasing 20% it is about the number of claims and our history. She is reaching out to other sources to confirm or deny whether 20% is realistic or not. M. Fiorentino commented there is a Town committee whose purpose is to focus solely on health insurance.

Al Wilke questioned how the Quality and Diversity fund is being used. J. Grossman noted the fund is used for such items as the purchase of chrome books.

M. Guarco stated we hope to produce a package that we are comfortable with, and one that the public understands and supports as well.

J. Tsaptsinos commented the budget is a long and arduous process. The biggest expense is adding new staff. Be mindful of that.

M. Fiorentino added all the board members are volunteers and taxpayers. The budgets being discussed are based on certain assumptions and projections. They build in some conservatism and try to err on the side of caution. They try to balance the wants and needs of the community and the services provided and the cost of providing them. During public comment, he asked individuals to be respectful, be constructive and be specific.

Bill Glueck, 18 Barkhamsted Road, thanked everyone for serving and the work they do. He reminded everyone the pandemic is ongoing and many have lost income and businesses have gone under. He suggested the boards be very careful and look at the level of spending and not generating the revenue needed to support the increase. Especially the increase in health care costs. He asked that every aspect of the plan and benefits be reviewed. He believes a change is needed.

Glen Ballard, 289 Granville Road, commented with a new First Selectmen and a new Town Manager, it is a perfect time to update the story. The Town has excess and unspent reserves close to \$9M. He proposed while looking at the budget process a line item be created 'Contribution to the General Fund,' with a cap on reserves and return the rest to the taxpayers. M. Fiorentino responded many factors go into what amount of money we hold in reserves in terms of borrowing capacity, bond rating and preparing for emergencies. G. Ballard also inquired about an efficiency study. M. Fiorentino responded he personally is not ready to support spending taxpayer dollars on an efficiency study. It is fair to start with our staff as we always do.

Kate Bogli, 198R Salmon Brook Street, supported comments made by B. Glueck. She asked the Selectmen to speak into their microphones and thanked them for broadcasting the meeting on Zoom.

Susan Patricelli Regan, 62 Hungary Road, thanked everyone for their hard work and recommends holding to the mill rate flat as much as possible and keep it going forward. She questioned if Quality and Diversity is just another name for CRT.

J. Grossman commented the Quality and Diversity Fund is not a grant. It is funded from Open Choice in CT and noted for every student who comes from Hartford, Granby receives \$8,000 per student and \$2,000 more for every Kindergarten student from Hartford. Critical race theory is not taught in the Granby Public Schools. At the next BOE meeting, the Quality and Diversity fund will be presented as it is every year.

Michael Fitzgerald, 25 Strawberry Fields, noted while listening to the comments from individuals he noted many of the people are concerned about taxation and any change or increase. He personally looks at taxes as an investment in the Town and the quality of life it generates. He looks at what the Town provides to him and other

families, i.e., education for children, police services, trash services, public works and much more. He is concerned when there is such a focus on keeping things flat as costs go up and he believes investments in the Town remain important. He feels many people believe this as well but do not always speak up. He wanted the board to know there are other people who are not as resistant to changes in the budget.

F. Adjournment

ON A MOTION by Selectman King, seconded by Selectman Neumann, the Board voted unanimously (5-0-0) to adjourn the meeting at 8:15 p.m.

Respectfully submitted

A handwritten signature in cursive script, reading "Erica Robertson". The signature is written in dark ink and is positioned above the printed name and title.

Erica Robertson
Town Manager

TOWN OF GRANBY

MEMORANDUM

TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager



DATE: February 22, 2022

REGARDING: V. APPOINTMENTS

The following position are open. The name in parenthesis is the last person to hold the position. When appointments are ready to be made, the following motions are recommended:

That _____ be appointed to the Lower Farmington River and Salmon Brook Wild & Scenic Management Plan (LFSWS) as an alternate for an indefinite term. (Fred Jones)

That _____ be appointed to the Conservation Commission for the balance of a four-year term beginning immediately and ending January 13, 2025. (David Payton)

That _____ be appointed to the Park & Recreation Board for the balance of a two-year term beginning immediately and ending January 8, 2024. (Kevin Hobson)

That _____ be appointed to the Zoning Board of Appeals as an Alternate for the balance of a four-year term beginning immediately and ending November 21, 2023. (David Hennessy)

That _____ be appointed to the Zoning Board of Appeals as an Alternate for the balance of a four-year term beginning immediately and ending November 18, 2025. (Wayne Chapple)

That _____ be appointed to the Library Board for the balance of a two-year term beginning immediately and ending January 9, 2023. (June Ashworth)

That _____ be appointed to the Development Commission for the balance of a two-year term beginning immediately and ending January 8, 2024. (Monica Logan)

That _____ be appointed to the Commission on Aging for the balance of a two-year term beginning immediately and ending January 11, 2023. (Marilyn Sponzo)

TOWN OF GRANBY

MEMORANDUM

DATE: January 22, 2022

TO: Board of Selectmen

FROM: Erica Robertson, Town Manager 

REGARDING: VI(a). BUSINESS – Consideration of Recreation and Leisure Services' Summer Concert Series in Partnership with Rider Productions – Hosting of Event and Approval of Alcohol Use During their Event.

See the attached memorandum from Kristine Vincent, Director of Recreation & Leisure Services

PROPOSED MOTION: To grant permission to Granby Recreation and Leisure Services' 2022 Summer Concert Series in Partnership with Rider Productions to close Salmon Brook Park to the public to host the concert series and for the sale and consumption of alcohol at said concerts.

TOWN OF GRANBY

MEMORANDUM

DATE: February 15, 2022
TO: Erica Robertson, Town Manager
Granby Board of Selectman
FROM: Kristine Vincent, CPRP, Director of Parks & Recreation
REGARDING: Sunset Concert Series Alcohol & Park Closure Request –

On behalf of Parks & Recreation Director Kristine Vincent requests the following permissions:

- Closure of Salmon Brook Park to the public on the following dates and time.
- Sale and consumption of alcohol

Requestor:	Granby Parks & Recreation Kristine Vincent, Director
Event:	Sunset Concert Series
Dates:	Saturdays, July 2, 9, 16, 23, 2022 Raindate: Sundays, July 3, 10, 17, 24
Time of Park Closure:	3:30-7:00 PM
Location:	Salmon Brook Park

Festival structures will be set-up in the multi-purpose field during the day. The entire park would be closed to all activities after 3:30 PM on July 2, 9, 16, 23

Also, on behalf of the Parks & Recreation Department, Kristine Vincent would like to request permission for a general overall use of alcohol throughout the day to operate a beer/wine garden area during the festival from 3:30-8:30 PM p.m. in accordance with state law and the Ordinance Authorizing Promulgation of Rules and Regulations of Parks.

The Director of Parks & Recreation is taking the necessary steps to ensure that all state laws relating to the sale or consumption of alcoholic beverages will be strictly adhered with. The sale of beer and wine will be operated by Dzen Catering. We have reviewed and discussed the Town's policies regarding the use of Alcohol with the Sunset Concert Series Committee. I am forwarding the Sunset Concert Series Committee's request to the Board of Selectman for consideration. If there are any concerns please let me know as soon as possible.

I recommend concurrence with these requests and will notify the Police Department, Fire Department, and other safety officials and user groups of this event, if approved.

ALCOHOLIC BEVERAGE PERMIT
Special Use Permit
Activity/Special Event

Organization Name: Granby Parks & Recreation Applicant Name: Kristine Vincent

Applicant Phone: 860-653-8947 Email: kvincent@granby-ct.gov

Address: 15 North Granby Road City: Granby State: CT Zip: 06096

Name of Event: Sunset Concert Series

Event Description: **Music Event, in cooperation with Rider Productions**

Requested Date(s): **Saturdays, July 2, 9, 16, 23, 2022**

An alcohol beverage provider must have a State of Connecticut Department of Consumer Protection Liquor Permit and have appropriate liability insurance with a minimum coverage of \$2,000,000.00 that names the Town of Granby as an additional insured, and will be the designated server at the event. **You must attach a copy of both the permit and insurance requirement when submitting this document.**

Zen Catering

Name of Caterer/Bar Service Provider if Applicable

DO NOT WRITE BELOW THIS LINE

		__ Approved __
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Denied

Parks & Recreation Director's Signature

Date

Denied

Town Manager's Signature

Date

Denied

Police Chief's Signature

Date

REMARKS & STIPULATIONS:

TOWN OF GRANBY

MEMORANDUM

DATE: January 22, 2022

TO: Board of Selectmen

FROM: Erica Robertson, Town Manager 

REGARDING: VI(b). BUSINESS – Consideration of Food Trucks in the Valley, LLC Request for Use of Alcohol at Salmon Brook Park During their Event – Taco Festival

See the attached memorandum from Kristine Vincent, Director of Recreation & Leisure Services

PROPOSED MOTION: To grant permission to Food Trucks in the Valley, LLC. for the sale and consumption of alcohol at their August 20, 2022, Taco Festival at Salmon Brook Park.

TOWN OF GRANBY

MEMORANDUM

DATE: February 15, 2022

TO: Erica Robertson, Town Manager
Granby Board of Selectman

FROM: Kristine Vincent, CPRP, Director of Parks & Recreation

REGARDING: Taco Festival Alcohol Request –

The Granby Parks & Recreation Department has received a request for the sale and consumption of alcohol during the following event.

Event: Taco Festival

Requestor: Food Trucks In The Valley, LLC
c/o Veronica Parsloe

Address: 175 Capital Blvd, Rocky Hill

Dates: Saturday, August 20, 2022

Location: Salmon Brook Park

We have reviewed and discussed the Town's policies regarding the use of Alcohol with Food Trucks In The Valley, LLC. We have received the necessary paperwork and Food Trucks In The Valley, LLC will provide the required insurance if approved. I am forwarding Food Trucks In The Valley, LLC request to the Board of Selectman for consideration. If there are any concerns please let me know as soon as possible.

Sincerely,

Kristine Vincent, CPRP
Director, Granby Recreation & Leisure Services

ALCOHOLIC BEVERAGE PERMIT

Special Use Permit

Activity/Special Event

Organization Name: Food Trucks in the Valley, LLC dba VAP Events Applicant Name: Veronica Parslow
Applicant Phone: (763) 364-7205 Email: cttacofestival@gmail.com
Address: 175 Capital Blvd Ste 402 City: Rocky Hill State: CT Zip: 06067
Name of Event: Connecticut Taco Festival
Event Description: Cultural event with food and craft vendors
Requested Date(s): August 20, 2022

An alcohol beverage provider must have a State of Connecticut Department of Consumer Protection Liquor Permit and have appropriate liability insurance with a minimum coverage of \$2,000,000.00 that names the Town of Granby as an additional insured, and will be the designated server at the event. You must attach a copy of both the permit and insurance requirement when submitting this document.

Bumski's LLC - Has state license, fully insured
Name of Caterer/Bar Service Provider if Applicable (Copy must be submitted with this form)

DO NOT WRITE BELOW THIS LINE

Parks & Recreation Director's Signature

Date

__ Approved __ Denied

Town Manager's Signature

Date

__ Approved __ Denied

Police Chief's Signature

Date

__ Approved __ Denied

REMARKS & STIPULATIONS:

Bumski's Mobile Beer & Wine Bar for hire: mobile vending service for private parties/events serving draft beer, wine on tap, hard cider and bartending services (liquor)

8'x16' Self-sustained refrigerated half & half trailer. Refrigerated walk-in cooler in the front of the trailer and vending area in the back. Self sustaining with a Honda EU7000 inverter/generator.



Insurance Liability Coverage: \$2,000,000/occurrence

CT Caterer's Liquor License: #0000531

Capacity: Trailer holds up to 20 refrigerated ½ kegs, 10 taps, 20' in total length with tongue

TOWN OF GRANBY

MEMORANDUM

DATE: February 22, 2022

TO: Board of Selectmen

FROM: Erica Robertson, Town Manager 

REGARDING: VI(d). BUSINESS – Consideration of Budget Goals and Objectives

Periodically, the Board of Selectman reviews and revises the goals and objectives that we hope to achieve through the budget development process. These are high level goals that are often multiyear in nature. A review was last completed in December 2018.

The current goals are:

- Budget in a conservatively and fiscally responsible manner that will provide municipal services to our citizens
- Explore alternative methods of providing services, including joint endeavors and shared services
- Provide funding to meet the long-term capital needs of the Town and to fund the maintenance of its assets
- Move away from capital lease borrowing and fund for purchases in the Capital Equipment/Improvement Fund
- Develop a multi-year plan to increase unassigned fund balance reserves to seventeen percent
- Expand revenue sources available to the Town, including but not limited to the Grand List
-

Proposed revisions:

- Deliver and maintain excellent Town services that maximize the highest quality of life for all residents while budgeting in a conservatively and fiscally responsible manner.
- Explore alternative methods of providing services and ways to expand revenue sources to minimize property tax increases.
- Provide appropriate funding to maintain the Town assets and to meet the long-term capital needs of the Town.
- Move away from capital lease borrowing and fund cash purchases in the Capital Equipment/Improvement Fund
- Develop a multi-year plan to maintain unassigned fund balance reserves at a minimum of fifteen percent
- Continually strive to improve and fund communication strategies with residents and business in all areas of government.

PROPOSED MOTION: To adopt the following budget goals and objectives for FY 2023 and beyond:

- Deliver and maintain excellent Town services that maximize the highest quality of life for all residents while budgeting in a conservatively and fiscally responsible manner.
- Explore alternative methods of providing services and ways to expand revenue sources to minimize property tax increases.
- Provide appropriate funding to maintain the Town assets and to meet the long-term capital needs of the Town.
- Move away from capital lease borrowing and fund cash purchases in the Capital Equipment/Improvement Fund.
- Develop a multi-year plan to maintain unassigned fund balance reserves at a minimum of fifteen percent.
- Continually strive to improve and fund communication strategies with residents and business in all areas of government.

TOWN OF GRANBY

MEMORANDUM

DATE: February 22, 2022

TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager



RE: VIII. TOWN MANAGER REPORT

Tonight's Town Manager report includes information I hope you find of interest. My staff and I are dedicated to working hard each day for the betterment of our community.

News From the Senior Center

Senior Services is piloting a new platform for seniors to connect virtually. **Secure Senior Connection** is an exciting new program for seniors in Granby. It is a digital platform "designed exclusively for seniors to improve their health and well-being by connecting them with purpose around meaningful activities and shared interests within a trusted community". Secure Senior Connection is a digital platform "designed exclusively for seniors to improve their health and well-being by connecting them with purpose around meaningful activities and shared interests within a trusted community". We can view this program as an extension of the Senior Center that is available 24/7. Being able to have senior connect virtually is a fantastic way to reduce the isolation that so many seniors have felt over that last two years of the pandemic. Congratulations to Sandy Yost and her team for being selected to pilot this program for Granby's seniors.

Grand List signed by Assessor

Susan Altieri, CCMA II, CRA, signed the 2021 Grand list late last month. She and her assistant Elise Crowston worked hard to ensure that residential properties, motor vehicles, and business personal property were accurately valued.

The Grand List is comprised of all the Real Estate, Motor Vehicles and Business Personal Property in Town. The Town of Granby's 2021 Grand List grew 3.53% or \$36,604,000. Most of the increase in the Real Estate portion of the Grand List, \$6,630,000 or 0.73%, reflected a continuation of last years' trend whereby much of the increase came through residential remodeling and home improvements.

Granby's Motor Vehicle Grand List grew more than \$27,000,000 (26.86%). Motor vehicle values have surged across Connecticut and nationally. Increased values can be traced directly to the pandemic's eruption in March 2020. Auto plants suspended production to try and slow the virus' spread. As sales of new vehicles sank, fewer people traded in used cars and trucks. At the same time, demand for laptops and monitors from people forced to stay at home led

semiconductor makers to shift production from autos, which depend on such chips, to consumer electronics. When a swifter than expected economic rebound boosted demand for vehicles, auto plants tried to restore full production, but chip makers couldn't respond fast enough. Also when rental car companies and other fleet buyers were unable to acquire new vehicles they stopped off loading older ones. This compounded the shortage of used vehicles. The supply of used cars shrank so drastically, that basic economics took over, pushing the "in demand" prices higher

The Assessor's Office also saw an increase in Business Personal Property as that portion of the Grand List grew over \$2,700,000 (8.45%). The increase in Personal Property also seemed to be tied to the Pandemic. The businesses that were able to survive and somewhat thrive during the Pandemic were able to experience profits and purchase new equipment.

Grand list growth directly impacts our budget process. All towns want to see their grand list grow. Despite the abnormally large increases in motor vehicles, Granby saw positive change in real estate and personal property. We hope to see this positive trend continue.

Affordable Housing Committee

The Affordable Housing Committee will have a very interesting presentation at their next meeting. On Thursday February 24, 2022, at 6:00 pm in the Town Hall Meeting Room and on Zoom, the committee will hear from Dr. Don Poland of Goman & York about our changing demographics and impact on school enrollment. All are invited to tune in. The Zoom link will be available when the agenda is posted.

Recreation Update

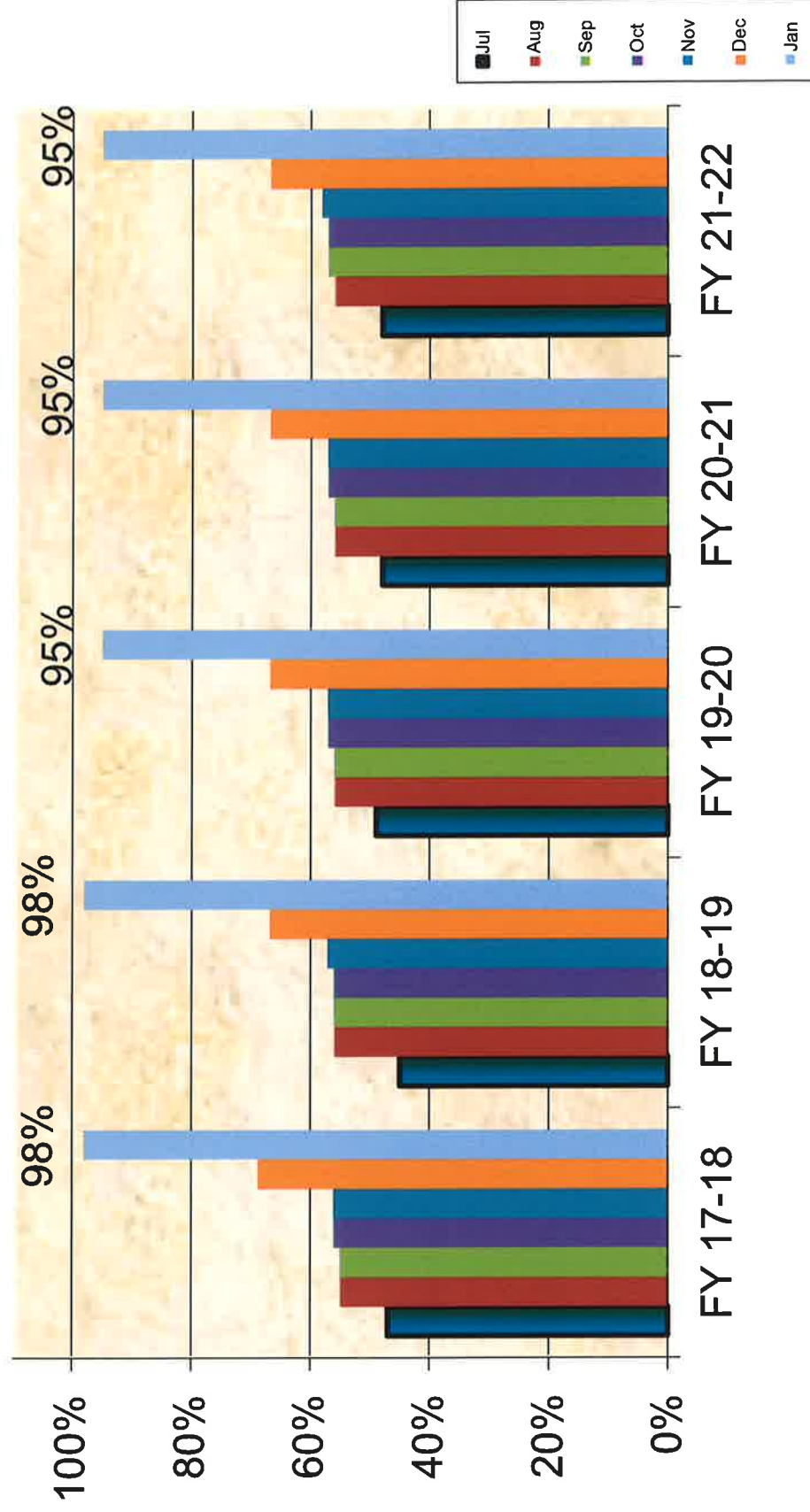
On Sunday February 20, 2022, Family Skate Night took place at Simsbury Farms. There were 150 families signed up for this event. A free special event for residents, the Parks and Recreation department solicits sponsors throughout the year to fund this type of community activity. We accept cash donations at the event and all proceeds will benefit the Granby Food Bank.

Summer programming is now available online. Registrations are ongoing. While it may be still cold outside, its time to think about Summer! Our next program guide will be published on June 1, 2022 and will feature programming in the recreation department, social services, senior services, youth services and the Granby Library.



**BUDGET OPERATIONS
JANUARY 2022**

CURRENT YEAR TAX COLLECTION DATA



TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
JANUARY 2022

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	Jan 21 %	Dec 21 % REC'D
41010 Current Year Taxes	39,514,514	37,561,647	1,952,867	95%	Pymts. Due - July & Jan.	95%	67%
41020 Prior Years Taxes	210,000	181,777	28,223	87%		90%	84%
41040 Interest & Liens	130,000	82,950	47,050	64%		68%	60%
41060 Auto Supplement	360,000	406,423	(46,423)	113%	Billed - December	82%	26%
Property Taxes	40,214,514	38,232,798	1,981,716	95%		95%	67%
43170 Spec Ed / Excess	491,779	0	491,779	0%	Pymts. Due - Feb. 75% - June Bal.	0%	0%
43200 Educ Cost Sharing	5,278,314	2,639,158	2,639,156	50%	Pymts. Due - Oct. 25% - Jan. 25% - Apr. Bal.	50%	25%
43590 Tuition - Other Towns	1,070,721	358,760	711,961	34%	School Bills for Activity	30%	31%
State Education Total	6,840,814	2,997,918	3,842,896	44%		43%	24%
43110 Veterans Exempt GT	3,300	3,288	12	100%	By Assessor Appl. In Aug but receive Pymt. In Dec.	109%	100%
43120 Misc - State	35,332	138	35,195	0%	Pymt. Due - June	2%	0%
43130 Telecommunications	14,000	0	14,000	0%	Pymt. Due - April	0%	0%
43310 Tiered Pilot	1,061	12,521	(11,460)	1180%	Pymt. Due Oct.; Stated changed to Tiered Pilot	100%	1180%
43320 SS Dist Tax Relief	1,500	1,475	25	98%	Pymt. Due - Dec.	150%	98%
43340 E911 PSAP Grant	33,873	0	33,873	0%	Will not receive because East Granby opted out	75%	0%
State Municipal Total	89,066	17,421	71,645	20%		31%	20%
Intergovernmental Revenue	6,929,880	3,015,339	3,914,541	44%		43%	24%
43615 Town Clerk Fees	200,000	235,844	(35,844)	118%	Statutory Collections	113%	99%
43620 Planning & Zoning	5,450	1,920	3,530	35%	Application Permit Fees	85%	35%
43630 Zoning Bd of Appeals	481	485	(4)	101%	Application Permit Fees	97%	81%
43640 Building Permits	150,000	245,011	(95,011)	163%	Building Permit Fees	93%	109%
43660 Inland Wetlands	1,200	2,765	(1,565)	230%	Permit/App. Fees	41%	215%
43670 Short Term Investments	65,000	71,423	(6,423)	110%		53%	94%
43680 Rents	26,600	14,600	12,000	55%	Drummer, Freshies, School Rental	66%	41%
43690 Sale Maps & Ordinances	275	80	195	29%		125%	27%
43700 Snow Plow & Grading	7,600	7,838	(238)	103%	Private Roads	124%	103%
43710 Photocopying	300	126	175	42%		29%	38%
43715 Open Farm Day	2,500	1,300	1,200	52%		0%	52%

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
JANUARY 2022

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	Jan 21 %	Dec 21 % REC'D
43740 Dispatch Services	16,580	16,580	0	100%	Police Bill For Dispatch Services	100%	100%
43745 Hay Rentals	14,000	1,800	12,200	13%	Haying - \$10,000	6%	9%
43760 Library	3,000	1,968	1,032	66%	Book Fines, Trust Investment	9%	53%
43770 Contract - Bldg. Inspection	10,100	7,575	2,525	75%	Bldg. Dept. Bills Qtrly For Services	50%	50%
43790 Driveway Permits	350	150	200	43%	New Const. Activity	100%	43%
43800 Police Photo/Lic/Permits	12,500	8,117	4,383	65%		158%	33%
43840 Returned Check Fee	100	60	40	60%		40%	60%
43990 Pay For Participation	53,966	21,941	32,025	41%	Received from BOE	30%	28%
46038 Miscellaneous	35,000	64,847	(29,847)	185%	CIRMA, FEMA reimbursement	487%	179%
Local Departmental Revenues Total	605,002	704,430	(99,428)	116%		108%	91%
43950 Transfer-in Fund Bal.	2,963,814	2,963,814	0	100%		100%	100%
43955 Additional Appropriations	0	0	0	#DIV/0!		100%	#DIV/0!
Transfers In Total	2,963,814	2,963,814	0	100%		100%	100%
Local Dept. Rev. & Transfer In Total	3,568,816	3,668,244	(99,428)	103%		104%	99%
General Fund Revenues	50,713,210	44,916,380	5,796,830	89%		87%	63%

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
JANUARY 2022

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED ALLOTMENT	% EXP.	REMARKS	Jan 21 % EXP	Dec 21 % EXP
1001	General Administration	344,153	211,963	163,762	-31,572	109%		96%	106%
1003	Legal Services	25,000	15,823	3,253	5,925	76%		89%	56%
1005	Fringe Benefits	2,815,806	2,427,933	51,146	336,727	88%		93%	86%
1007	Town Clerk Operations	161,121	89,081	61,274	10,767	93%		96%	93%
1009	Probate	4,882	4,882	0	0	100%		99%	100%
1011	Contingency & Reserve	218,200	44,008	27,054	147,138	33%		34%	32%
1013	Election Services	48,839	13,557	5,867	29,415	40%		83%	39%
1015	Boards, Reg. Prog. & Staff Dev.	70,934	50,287	3,169	17,479	75%		74%	74%
1017	Revenue Collections	134,238	75,185	43,234	15,819	88%		87%	86%
1019	Property Assessment	195,109	116,968	66,453	11,689	94%		93%	94%
1021	Finance Management	331,281	217,031	107,872	6,378	98%		90%	97%
1023	Insurance	367,799	243,618	74,573	49,608	87%		95%	86%
1031	Community Development	120,764	70,383	45,625	4,756	96%		N/A	96%
	General Government	4,838,126	3,580,719	653,279	604,128	88%		89%	86%
2001	Building Inspection	154,149	90,597	64,807	-1,255	101%		90%	101%
2003	Fire Prevention	351,151	176,005	170,391	4,754	99%		98%	99%
2005	Emergency Management	8,720	7,920	0	800	91%		92%	91%
2007	Health Services	171,555	162,405	9,150	0	100%		91%	100%
2009	Police Dept Administration	361,750	214,153	152,076	-4,479	101%		96%	86%
2011	Police Oper. & Communications	1,873,155	1,064,309	601,077	207,769	89%		91%	88%
	Pers. & Prop. Protection	2,920,480	1,715,389	997,502	207,589	93%		92%	90%
3001	Public Works Administration	203,738	130,872	83,143	-10,277	105%		97%	103%
3003	General & Equipment Maint.	1,386,108	711,194	515,525	159,389	89%		85%	80%
3005	Solid Waste & Recycling	938,100	475,047	437,036	26,017	97%		98%	97%
3011	Planning & Engineering	34,383	16,600	17,737	47	100%		96%	100%
3013	Infrastructure Maintenance	686,444	338,344	243,146	104,954	85%		86%	80%
	Public Works & Env.	3,248,773	1,672,058	1,296,586	280,129	91%		90%	86%

**TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
JANUARY 2022**

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED ALLOTMENT	% EXP.	REMARKS	Jan 21 % EXP	Dec 21 % EXP
4001	Library Services	583,309	325,625	192,928	64,756	89%		83%	87%
4003	Social-Senior-Youth-Services	343,907	131,445	108,078	104,385	70%		57%	66%
4005	Recreation Administration	97,489	58,495	40,216	-1,222	101%		100%	101%
4009	Community Support	3,000	0	0	3,000	0%		0%	0%
	Lib., Rec., & Soc. Services	1,027,705	515,565	341,222	170,919	83%		75%	81%
6001	Capital Improvement	1,850,000	1,850,000	0	0	100%		100%	100%
7001	Debt Service	1,644,620	677,500	0	967,120	41%	Payable in August and February	67%	5%
	Capital & Debt Service	3,494,620	2,527,500	0	967,120	72%		82%	55%
	Town Section	15,529,704	10,011,230	3,288,589	2,229,885	86%		87%	80%
8001	Board of Education	33,183,506	18,884,751	0	14,298,755	57%		55%	48%
	Board of Education	33,183,506	18,884,751	0	14,298,755	57%		55%	48%
9001	Transfer to OPEB Trust Fund	2,000,000	2,000,000	0	0	100%	Wired in early November	N/A	100%
	Transfer	2,000,000	2,000,000	0	0	100%		N/A	100%
	General Fund Expenses	50,713,210	30,895,982	3,288,589	16,528,639	67%		66%	60%

TOWN OF GRANBY

MEMORANDUM

DATE: February 17, 2022

TO: Erica P. Robertson, Town Manager

FROM: Kimi Cheng, Director of Finance

Highlights for Revenues:

January tax collection is consistent with the previous years at 95%.

Total billed for auto supplement was \$620,456.79 and collected \$406,423 as of January 31, 2022, which bring the collection rate for auto supplement budget to 113%.

Received the 2nd Education Cost sharing payment from the State in January, which bring the collection rate to 50%.

Town Clerk Fees and Building Permits Fees are continued to grow strong and better than last year for the same period.

Highlights for Expenditures:

General Administration deficits are for Salaries and IT Operations (monthly service agreement), which my office will request year-end transfer from Contingency Payroll Regular and Misc. Expenses line items to coverage these overages.

Building Inspection, Police Dept. Administration, Public Works Administration, and Recreation departments' deficits are due to salaries increases were budgeted in Contingency Payroll Regular line item. The Town was in contract negotiation with the unions when the FY22 budget was adopted.